



Office of Strategic Innovation and Research

External Research Access

(Non-Southwest Texas College Investigators)

Purpose: To ensure that research involving SWTX personnel or data is conducted ethically, securely, and in alignment with institutional priorities.

Scope: Applies to all external requests to recruit SWTX faculty, staff, or students to participate in, or to access internal data for research purposes.

Process:

1. Complete the External Research Intake Form.
2. Attach IRB approval letter and study materials.
3. The Office of Strategic Innovation and Research reviews the request.
4. A decision is issued within 10 business days (Approval, Conditional Approval, or Decline).
5. Approved studies receive a Letter of Cooperation outlining conditions.

Contact:

Office of Strategic Innovation and Research

siroffice@swtxc.edu

Southwest Texas College

External Research Intake Form

Southwest Texas College welcomes research that contributes to the advancement of knowledge in higher education.

Please complete [this form](#) to request approval to conduct research involving SWTX employees, students, or data. **A completed application and supporting documentation (IRB approval, instruments, consent forms, etc.)** are required before any recruitment or data collection occurs. (Sample of the form can be viewed [here](#).)

Typical review time: 10 business days after receipt of a complete packet.